

**Dodge County Board of Supervisors
June 20, 2017 – 7:00 p.m.
Administration Building - Juneau, Wisconsin**

The June Session of the Dodge County Board of Supervisors was called to order by Chairman Russell Kottke at 7:00 p.m.

The Board rose to say the Pledge of Allegiance.

Roll call was taken by the Clerk with all Supervisors being in attendance with the exception of Supervisor Derr who had previously asked to be excused.

Chairman Kottke called for approval of the minutes. A motion was made by Supervisor Schmidt and seconded by Supervisor Greshay to approve the minutes of the May 16, 2017, session of the County Board meeting as recorded, and dispense with the reading of the minutes. The motion passed by acclamation with no negative votes cast, and was so ordered by the Chairman.

Communications on File

Karen J. Gibson, County Clerk, reported there were no communications on file.

Special Orders of Business

The Chairman called the First Special Order of Business: Confirm appointments made by County Administrator, James Mielke. Reappoint Jon Schoenike to the Board of Adjustment for a three year term, commencing on July 1, 2017 to July 1, 2020, both inclusive. A motion to accept the reappointment was made by Supervisor Hilbert and seconded by Supervisor Behl. The motion passed by acclamation with no negative votes cast, thereby approving the reappointment.

Mr. Mielke then appointed Theresa Schulze to fill a vacancy on the Monarch Library System Board of Trustees. Her term will expire on December 31, 2017. A motion to accept the appointment was made by Supervisor Caine and seconded by Supervisor Bischoff. The motion passed by acclamation with no negative votes cast, thereby approving the appointment.

Chairman Kottke then called the Second Special Order of Business: Confirm appointments made by County Board Chairman. Appoint Supervisor Maly to the External Audit Review Oversight Committee. A motion to accept the appointment was made by Supervisor Marsik and seconded by Supervisor Miller. The motion passed by acclamation with no negative votes cast, thereby approving the appointment.

Chairman Kottke then reappointed Muriel Harper to the Board of Directors on the Friends of Clearview Committee for a two year term commencing on June 16, 2017 to June 16, 2019, both inclusive. A motion to accept the reappointment was made by Supervisor Miller and seconded by Supervisor Duchac. The motion passed by acclamation with no negative votes cast, thereby approving the reappointment.

Chairman Kottke called upon Supervisor Miller, Chairman, Judicial and Public Protection Committee who introduced Sheriff Dale Schmidt. Sheriff Schmidt introduced Sergeant CJ Micale, Sergeant Jason Boeck and Lieutenant Chad Enright who together presented a life-saving award and letter of commendation to Deputy Borchardt for the lifesaving efforts that he provided on April 30, 2017 in the City of Horicon. Deputy Borchardt will also receive a life-saving bar to wear on his uniform.

Chairman Kottke then called upon Supervisor M. Bobholz, Chairman, Human Services and Health Board who called upon Becky Bell, Director of Human Services and Health Department who introduced Paul E. Scharfman, President of Specialty Cheese Co., Inc. Mr. Scharfman distributed a letter as well as his business card to the County Board Members. Mr. Scharfman informed the Board of Supervisors that he as well as other local business owners in Dodge County are having trouble getting employees to work due to them not having transportation. Mr. Scharfman then advised the Board of Supervisors that he and other local business holders in Dodge County applied for and received a \$100,000.00 Accessible Transportation Community Initiative Grant through Easter Seals. Mr. Scharfman thanked Becky Bell and the Human Services and Health Department for agreeing to be the fiduciary of this \$100,000.00 grant. Mr. Scharfman invited each member of the Board of Supervisors and the public to attend a meeting scheduled for December 6 and 7, 2017. This meeting will create a network of people to determine how to best use the grant money. The attendees will also brainstorm on how to improve transportation for employees in getting to and from work. Mr. Scharfman then encouraged the County Board to support Resolution 17-12.

The following Resolutions and Report were read by the Clerk and acted upon by the Board:

Resolution No. 17-11 Resolution Adopting the Dodge County Plan for Library Service – Library Planning Committee. A motion for adoption was made by Supervisor Miller and seconded by Supervisor Johnson. Question by Supervisor Houchin answered by James Mielke, County Administrator. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Guckenberger, Fink, Muehe, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Roesch, Frohling, Schmidt, Duchac, Nickel, Sheahan-Malloy, Maly, Hilbert, Miller, Stousland, Glewen. Total 31.

No: Houchin. Total 1.

Absent: Derr. Total 1.

Resolution No. 17-12 Fiscal Agent Designation for Accessible Transportation Community Initiative Grant – Human Services and Health Board. A motion for adoption was made by Supervisor Justmann and seconded by Supervisor Guckenberger. Comment by Supervisor M. Bobholz. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-13 Resolution Authorizing the Issuance and Sale of \$9,485,000 General Obligation Refunding Bonds – Finance Committee. A motion for adoption to authorize the Issuance and Sale of \$9,095,000 General Obligation Refunding Bonds to Wells Fargo was made by Supervisor Frohling and seconded by Supervisor Schaefer. Mr. Kottke introduced Philip Cosson, Senior Municipal Advisor/Director of Ehlers. Mr. Cosson reviewed the Sale Day Report for Dodge County, Wisconsin \$9,095,000 General Obligation Refunding Bonds as well as the revised Resolution 17-13, that were both distributed to the Board of Supervisors. Questions by Supervisors Glewen, Berres and J. Bobholz answered by Philip Cosson and James Mielke, County Administrator. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, Marsik, Bennett, Greshay, Justmann, Schaefer, Guckenberger, Fink, Muehe, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Sheahan-Malloy, Maly, Hilbert, Miller, Stousland, Glewen. Total 31.

No: J. Bobholz. Total 1.

Absent: Derr. Total 1.

Resolution No. 17-14 Resolution to Secure State Funding to Support Communicable Disease Control for Population Health – Human Services and Health Board. A motion for adoption was made by Supervisor Justmann and seconded by Supervisor Maly. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-15 Approval of the Creation of the Commission on Aging and Disability Services – Human Services and Health Board. A motion for adoption was made by Supervisor Miller and seconded by Supervisor Duchac. The vote was cast with all voting in the affirmative, thereby adopting the Resolution. Upon adoption of Resolution No. 17-15, the Chairman made the following appointments to the Commission on Aging and Disability Services:

Supervisors Duchac and Miller – terms to expire on April 17, 2018
Judy Braun – term to expire on July 1, 2018
Gary Schmidt, Shirley Kitchen, and Dianne Birkholz – terms to expire on July 1, 2019
Lorna Negan, Judy Patenaude and William Hoekstra – terms to expire on July 1, 2020

A motion to accept the appointments was made by Supervisor Schmidt and seconded by Supervisor Nickel. The motion passed by acclamation with no negative votes cast, thereby approving the appointments.

Resolution No. 17-16 Resolution to Establish a Nutrition Advisory Council – Human Services and Health Board. A motion for adoption was made by Supervisor Miller and seconded by Supervisor M. Bobholz. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Sheahan-Malloy, Maly, Hilbert, Miller, Stousland, Glewen. Total 31.

No: Guckenberger. Total 1.

Absent: Derr. Total 1.

Upon adoption of Resolution No. 17-16, the Chairman made the following appointments to the Nutrition Advisory Council:

Ivan Elm, Barbara Rich and Caitlin Richardson – terms to expire on July 1, 2018
Eugene Bord, Harvey Grulke and Thomas Koch – terms to expire on July 1, 2019
Marlene Adelmeyer, Patricia Kahlow, Patricia Knox and Carol Schulz – terms to expire on July 1, 2020

A motion to accept the appointments was made by Supervisor Caine and seconded by Supervisor Hilbert. The motion passed by acclamation with no negative votes cast, thereby approving the appointments.

Resolution No. 17-17 Abolish the Position of *Counselor I, II, or III – AODA* and Create the Position of *Psychiatric Therapist II – Outpatient* – Human Services and Health Board. A motion for adoption was made by Supervisor Justmann and seconded by Supervisor Benter. Question by Supervisor Stousland answered by Becky Bell, Director of Human Services and Health Department. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-18 Resolution Adopting the Dodge County Sales and Use Tax Allocation Prioritization Policy – Executive and Finance Committees. A motion for adoption was made by Supervisor Berres and seconded by Supervisor Frohling. Comments by Supervisors Johnson, Berres, Guckenberger and Glewen. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Sheahan-Malloy, Maly, Hilbert, Miller, Stousland, Glewen. Total 31.

No: Guckenberger. Total 1.

Absent: Derr. Total 1.

Resolution No. 17-19 Authorization to Acquire Clinical and Billing Software Subscription and Professional Services – Health Facilities and Information Technology Committees. A motion for adoption was made by Supervisor Bartsch and seconded by Supervisor Maly. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-20 Amend Town of Portland Zoning Ordinance – Nicholas Weisensel Property – Supervisor Berres. A motion for adoption was made by Supervisor Berres and seconded by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

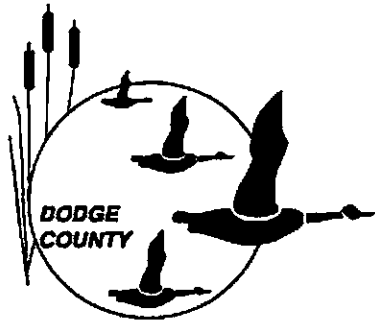
Report No. 1 Ordinance No. 974 – Amend Land Use Code – Scott and Carrie Erdmann Property, Town of Elba – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Behl and seconded by Supervisor Marsik. Question by Supervisor Guckenberger answered by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Report.

The Clerk noted the following had been placed on the Supervisor's desks: UW Extension 2016 Annual Report, Friends of Dodge County Parks June, 2017 Newsletter, Dodge County Law Enforcement News pamphlet, Public Hearing Notice and Petition to amend the Sign Ordinance and Public Hearing Notice and Petition to amend the Non-Metallic Mining Reclamation Overlay District Provisions.

Chairman Kottke advised the Board that this would be Joyce Fiacco's last County Board meeting, as Land Resources and Parks Director, and that she is retiring effective July 14, 2017. He thanked her for her service and for being a good Dodge County employee.

At 8:08 p.m. Supervisor Frohling made a motion to recess until July 18, 2017 at 7:00 p.m. Supervisor Behl seconded the motion. The motion passed by acclamation, with no negative votes cast, and was so ordered by the Chairman.

Disclaimer: The above minutes may be approved, amended or corrected at the next meeting.



ADMINISTRATION DEPARTMENT

JAMES MIELKE, COUNTY ADMINISTRATOR

127 East Oak Street, Juneau, Wisconsin, 53039 (920) 386-4251

County Project and Issue Update Volume 30 July 2017

2018 Budget: The Human Resource and Finance Committee have held joint meetings to review and discuss compensation adjustments for the 2018 budget. The adjustments are related to wages and health insurance contributions (employer / employee). The challenge facing the committees is to determine an appropriate adjustment to assist the county in maintaining a competitive balance related to recruitment and retention. At the July 11th joint committee meeting the following recommendations were presented and will be incorporated into the initial 2018 budget calculations.

Wages: A 1.25% market adjustment as of January 1, 2018. Followed by moving employees who are currently in Steps 1-5 one additional Step, plus their normal Step on July 1, 2018. In addition the committee recommended modifying the compensation structure to eliminate two Steps which will result in 4 steps to reach Merit Pay (currently there are 6 steps to reach Merit Pay). Additionally, Merit Pay will consist of an "Open Range" without Steps. Merit Pay increases would be determined by: 1.25% Cost of Living, for a Performance Evaluation of a 2 (meets Expectations); 1.25% Cost of Living plus 1% for a Performance Evaluation of a 3 (Exceeds Expectations); 1.25% Cost of Living plus 2% for a Performance Evaluation of 4 (Exceptional).

Health Insurance: For budgeting purposes the contribution percentages for 2018 are, Employer 88% Employee 12%. The 2018 contributions compare to existing percentages of Employer 89.50% and Employee 10.50%. The percentages and plan options will be re-evaluated upon receiving actual premium costs for 2018. In addition the contribution percentages for budgeting purposes overall insurance premiums will be based on a 5% increase.

In order to keep all health insurance options open, Dodge County is a participant in discussions exploring a potential health insurance consortium involving other municipalities. No commitments have been sought or made by any of the discussion participants. Preliminary information has been obtained by the following municipalities, Jefferson County, the cities of Beaver Dam, Watertown, Waterloo, Johnson Creek, Jefferson, Fort Atkinson, Lake Mills, and Cambridge. M3 Insurance Solutions has been providing coordination to the group and has contacted various insurance providers related to the proposed consortium. The goal is to obtain additional information from M3 by mid-August which will provide an opportunity for further analysis to determine whether a consortium of local municipalities is a viable option. At this time, the consortium has the potential to include approximately 1,400 employees. If the consortium is a viable option there would be opportunity to add other municipalities in future years. Regular updates regarding the consortium option have been provided to the Human Resource committee.

Sales Tax Municipal Grant Program: Beaver Dam Mayor / County Board Supervisor Becky Glewen appeared before the Executive Committee on July 3rd to discuss a potential amendment to the adopted Sales Tax Allocation Policy to provide for a "grant" opportunity for Dodge County municipalities on a trial basis. A preliminary outline of the proposal includes:

- A fixed amount available for the overall program
- A written application describing the public purpose of the funds submitted to the Finance Committee and/or Executive Committee including local match dollars.
- Progress reports to the Finance and/or Executive Committee

The Executive Committee will hear an update regarding the proposal at their August 7th meeting. One of several issues scheduled for additional discussion is, what is the proper priority of a municipal grant program on the overall sales tax allocation hierarchy.

Blue Zone: Dodge County has been approached to determine whether there is interest in being designated a Blue Zone employer. In order to learn additional details regarding the designation of a Blue Zone employer, a presentation by Blue Zone staff is tentatively scheduled for the August Management Council meeting followed by a presentation to the Executive and Human Resource Committees on September 5th.

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
730.2121	13845	Henry G. Meigs, LLC	05/23/17	Materials, Jnls & Vchrs	PV	449713	00730	61,713.93	P
730.2121	13845	Henry G. Meigs, LLC	05/23/17	Materials, Jnls & Vchrs	PV	449713	00730	21,505.98	P
730.2121	13845	Henry G. Meigs, LLC	05/23/17	Materials, Jnls & Vchrs	PV	449713	00730	27,873.76	P
730.2121	13845	Henry G. Meigs, LLC	05/23/17	Materials, Jnls & Vchrs	PV	449713	00730	31,721.05	P
730.2121	13845	Henry G. Meigs, LLC	05/23/17	Materials, Jnls & Vchrs	PV	449713	00730	26,868.98	P
730.2121	13845	Henry G. Meigs, LLC	05/11/17	Materials, Jnls & Vchrs	PV	449868	00730	55,159.12	P
730.2121	13845	Henry G. Meigs, LLC	05/11/17	Materials, Jnls & Vchrs	PV	449868	00730	67,577.95	P
730.2121	18077	Northeast Asphalt, Inc.	05/11/17	Materials, Jnls & Vchrs	PV	449868	00730	75,268.84	P
730.2121	18077	Northeast Asphalt, Inc.	05/18/17	Materials, Jnls & Vchrs	PV	449694	00730	12,543.87	P
730.2121	18077	Northeast Asphalt, Inc.	05/18/17	Materials, Jnls & Vchrs	PV	449694	00730	15,484.50	P
730.2121	32429	Caspers' Truck Equipment	06/01/17	Materials, Jnls & Vchrs	PV	449694	00730	18,561.62	P
730.2121	32429	Caspers' Truck Equipment	06/01/17	Materials, Jnls & Vchrs	PV	450401	00730	34,133.00	P
730.2121	32429	Caspers' Truck Equipment	06/01/17	Materials, Jnls & Vchrs	PV	450402	00730	34,133.00	P
730.2121	40879	Porters Industries Inc.	06/01/17	Materials, Jnls & Vchrs	PV	450401	00730	34,133.00	P
730.2121	48621	Hanes GEO Components	06/01/17	MP011	PV	450217	00730	11,868.00	P
730.2121	48621	Hanes GEO Components	05/19/17	METERBAGRID	PV	450161	00730	25,117.44	P
730.2121	48621	Hanes GEO Components	05/19/17	METERBAGRID	PV	450162	00730	23,808.00	P
730.2121	49510	Midstates Equipment & Supply	06/19/17	EMASTIC202	PV	450147	00730	28,321.69	P
730.2121	50791	Ennis Paint Inc	06/07/17	MP011	PV	450148	00730	18,210.50	P
730.2121	50791	Ennis Paint Inc	06/19/17	MP011	PV	450014	00730	18,210.50	P
Fund			00730	HIGHWAY AND AIRPORT FUND				692,314.91	

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
100.1651.151	22982	US Postal Service (Postage by Phone)	06/19/17	POSTAGE	PV	450330	00100	20,000.00	P
1811.5249	45666	Meridian IT Inc.	05/26/17	Open DNS #51/wallmount kits	PV	450717	00100	16,595.00	P
1811.5818	20858	Strius Computer Solutions Inc.	05/25/17	Servers	PV	450743	00100	21,656.54	P
2021.5819	49640	STALKER RADAR	05/12/17	Stalker radar units/equipment	PV	450746	00100	10,309.50	P
2061.5275	22827	Aramark Services, Inc	05/31/17	INMATE MEALS 5/11-17	PV	449894	00100	10,818.63	P
2061.5275	22827	Aramark Services, Inc	05/31/17	INMATE MEALS 5/18-24	PV	449896	00100	10,670.22	P
2061.5275	22827	Aramark Services, Inc	05/31/17	INMATE MEALS 5/25-31	PV	449898	00100	10,687.05	P
2061.5275	22827	Aramark Services, Inc	06/30/17	INMATE MEALS 6/1-7	PV	450870	00100	11,129.22	P
2061.5291.02	50252	Correct Care Solutions, LLC	07/31/17	JAIL MW MEDICAL SERVICES	PV	449912	00100	73,362.92	P
2901.5222	15074	Juneau Utilities	05/30/17	ELECTRICITY SERVICES	PV	449736	00100	12,285.06	P
2902.5222	15074	Juneau Utilities	05/30/17	ELECTRICITY SERVICES	PV	449736	00100	18,427.58	P
2902.5822	12858	Maas Brothers Construction Co., Inc	05/25/17	BUILDINGS	PV	449730	00100	369,985.90	P
7877.5219	51272	Jefferson City Economic Dvlpmnt Consortium	05/24/17	DODGE/JEFFERSON CO RESOLUTION	PV	449575	00100	85,000.00	P
Fund			00100	GENERAL FUND				670,927.62	

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
4807.5219	12426	Lutheran Social Services-WI & Upper MI	05/11/17	SEE ATTACHED - CCS	PV	450363	00100	32,193.00	P
4807.5219	50314	Seasons Counseling LLC	04/30/17	CCS	PV	450079	00100	27,882.50	P
4807.5219	50314	Seasons Counseling LLC	04/31/17	CCS	PV	450080	00100	31,260.00	P
4809.5279.468	31565	Evergreen Manor III	05/31/17	MT - CRRF	PV	450367	00100	16,052.49	P
4809.5279.468	40455	Evergreen Manor II Inc.	05/31/17		PV	450368	00100	11,150.70	P
4825.5299	13771	Green Valley Enterprises Inc.	05/31/17	BIRTH TO 3	PV	450364	00100	31,541.67	P
4846.5299	47338	JusticePoint, Inc.	05/31/17	DOJ GRANT	PV	450871	00100	13,678.00	P
5010.5273.02	12435	Lad Lake, Inc.	05/11/17	Main Program	PV	450086	00242	11,041.58	P
5010.5273.02	19821	Clinicare Corporation	05/31/17	Residential	PV	450090	00242	10,919.13	P
5010.5273.02	24982	Oconomowoc Developmental Training Center	05/31/17	Main Program	PV	450093	00242	11,287.41	P
5010.5273.02	24982	Oconomowoc Developmental Training Center	05/11/17	Main Program	PV	450093	00242	11,287.41	P
5010.5273.02	24982	Oconomowoc Developmental Training Center	05/11/17	Main Program	PV	450093	00242	11,287.41	P
5010.5273.02	24982	Oconomowoc Developmental Training Center	05/11/17	Cheryl House Intensive	PV	450093	00242	13,619.54	P
5010.5273.02	42956	Lutheran Social Services-Waukesha	05/31/17	JourneyQuest	PV	450114	00242	13,454.93	P
5010.5273.02	50352	Youth Villages Inc	05/11/17	RCC Out of State	PV	450141	00242	13,950.00	P
5011.5279.01	42967	Foundations Counseling Center Inc.	05/31/17	IN HOME THERAPY - YOUTH AIDS	PV	450369	00100	11,042.50	P
Fund			00242	HEALTH & HUMAN SERVICES FUND				271,658.18	

09450

DODGE COUNTY, WISCONSIN
DC Paid Vouchers \$10,000 Or More
Vouchers paid in June

Page Number 2
Date 7/05/17

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Pd	Amount	P C
645.1349	51324	Jeff Van Raden	06/30/17	AR Refund	PV	450747	00100	13,831.20	P
645.1864	50304	Shi International Corp	06/07/17	Rugged laptops/warranty	PV	450843	00100	13,758.93	P
4520.5211.32	39490	Achieve Solutions	05/31/17	MED A/B/PVT THERAPY MAY 2017	PV	450081	00100	10,403.00	P
4520.5211.39	39490	Achieve Solutions	05/31/17	MED A/B/PVT THERAPY MAY 2017	PV	450081	00100	12,746.07	P
4520.5591.20	15271	Wisconsin Dept. of Health & Family Serv.	06/30/17	MA BED LICENSES CLV JUNE 2017	PV	450093	00100	23,800.00	P
4521.5591.20	15271	Wisconsin Dept. of Health & Family Serv	06/30/17	MA BED LICENSES IID JUNE 2017	PV	450084	00100	41,860.00	P
4528.5211.11	39490	Achieve Solutions	05/31/17	CBIC THERAPY MAY 2017	PV	450082	00100	26,657.69	P
4528.5211.13	39490	Achieve Solutions	05/31/17	CBIC THERAPY MAY 2017	PV	450082	00100	29,082.05	P
4528.5211.15	39490	Achieve Solutions	05/31/17	CBIC THERAPY MAY 2017	PV	450082	00100	28,896.65	P
4528.5345	44091	Omicare Inc	05/31/17	OTC CBIC	PV	450716	00100	20,356.21	P
4556.5222	15074	Jumeau Utilities	05/31/17	CLV Electric 4/15-5/15/17	PV	449728	00100	20,728.53	P
Fund			00645	CLEARVIEW LTC & REHAB				244,321.13	
Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Pd	Amount	P C
730.2644	13845	Henry G. Meigs, LLC	06/02/17	Credit Note Reimbursement	PA	449686	00730	19,175.00	P
Fund			00730	HIGHWAY AND AIRPORT FUND				19,175.00	

Report to the Dodge County Board of Supervisors

Monthly Report of Budget Amendments/Adjustments

Intra-Department Fund Transfers per Resolution 15-21 - Adopted July 21st, 2015

Unbudgeted/Excess Revenue Appropriation per Resolution 16-23 - Adopted June 21st, 2016

Department	Amount	Type of Amendment	Summary of request submitted from Department to the Finance Department
Human Services and Health	\$435,000	Intra-Dept Fund Trans	To account for excess expenditures in the CCS program
Land and Water Conservation	\$6,000	Intra-Dept Fund Trans	Transfer funds for County Well Testing Program
Sheriff Office	\$15,000	Unbudgeted Revenue	Purchase new K9 Deputy - apply K9 fund balance and unbudgeted donations
Highway	\$18,000	Intra-Dept Fund Trans	Overrun on sealcoat materials purchased on West side maintenance. Transferring from Eastside materials and equipment
Human Services and Health	\$4,880	Unbudgeted Revenue	New Ebola Preparedness funding
Sheriff Office	\$30,000	Unbudgeted Revenue	Engage with Potter Lawson to provide an assessment of a project that would expand the inmate housing areas at the DCDF and provide plan for demo of current Pod J & construct replacement building, Undesignated revenue from Federal Boarders/detainees

Submitted by:
Julie Kolp
Dodge County Finance Director



June 30th, 2017

THE ERP PROJECT PUBLICATION VOL: 13

REPORTING PERIOD: JUNE 1ST—JUNE 30TH 2017

Enterprise Resource Planning (ERP)

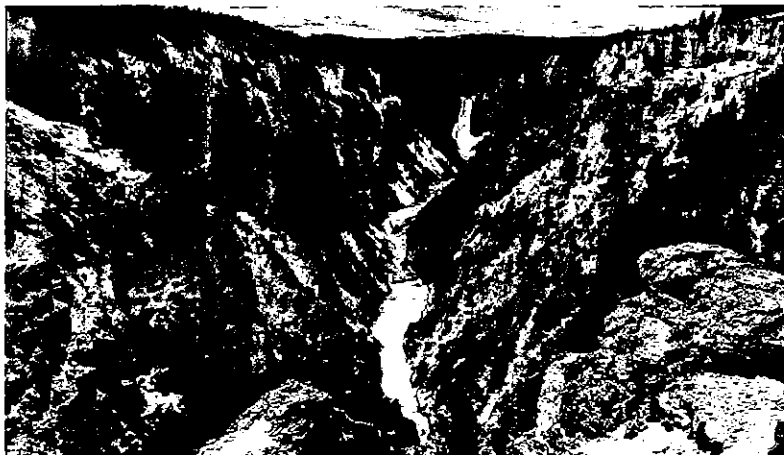
Accomplishments during this Reporting Period:

- ☐ The Project Management Office (PMO) has begun to visit various committee meetings to pass along Enterprise Resource Planning (ERP) Project information and answer questions.
- ☐ The ERP Team Leads viewed a demonstration of the updated Tyler Munis Work Order version.
- ☐ The Project Management Office has begun the ERP Project resolution that will be presented to the County Board on July 18th.
- ☐ Tyler and Kronos continue to investigate future integration solutions.
- ☐ The future hardware needs of the county have been researched.

As the ERP Team Leads continue to investigate Dodge County's current processes we continue to learn the importance of open communication and the ability to share data between the departments will lead to new efficiencies and result in increased productivity.

We have also learned that throughout the county activities by a department touch other departments within the county.

The departments are hitched either directly or indirectly to each other throughout Dodge County.



When we try to pick out anything by itself, we find it hitched to everything else in the universe.

~John Muir

Please contact Julie Kolp, the ERP Project Director, regarding Project related questions. Julie can be reached at Extension: 3287

Plans during the *next Reporting Period:*

- ⇒ The Project Management Office will continue to visit the committee meetings.
- ⇒ The County Board will review the ERP Project Resolution on July 18th with the goal of approval of the project budget and provide authorization to Dodge County Corporation Counsel and the Project Management Office to finalize the contract terms between Dodge County and Tyler Munis.
- ⇒ Receive, review, and approve the Tyler Munis Statement of Work.
- ⇒ Sign the Tyler Munis Contract.
- ⇒ The county will also begin to research expanding GIS. (See Below)

What is GIS

- Geographic Information Systems
 - Geographic = Dealing with the Earth
 - Information = Tabular Data
 - Systems = Computers

A system for capturing, storing, manipulating, querying, analyzing, and displaying geographically referenced data related to positions on the Earth's surface.

ERP Project Objectives

- ☐ Enhance the quality of the County online financial suite experience for stakeholders
- ☐ Improve County business processes
- ☐ Lower department cost and other operating expenses
- ☐ Standardization
- ☐ One system-of-record for accounting and purchasing records
- ☐ Capture data at point-of-entry
- ☐ Improved efficiency
- ☐ Facilitate sharing of data between operational areas

RESOLUTION NO. 17-21

**AUTHORIZATION TO ACQUIRE ERP SYSTEM AND
RELATED SERVICES AND PRODUCTS**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, in 2016, Dodge County undertook a study of its financial systems and determined the need to acquire and implement a new Enterprise Resource Planning (ERP) system (also known as a financial software package); and,

WHEREAS, an ERP system is an essential replacement to an aging system to analyze and improve the way Dodge County manages its financial information; and,

WHEREAS, an ERP system will improve business practices, provide strong internal controls, and automate workflow to facilitate the day-to-day management of Dodge County operations and streamline county department financial practices and processes; and,

WHEREAS, in order to thoroughly evaluate available systems and the financial system needs of Dodge County, the Dodge County Board of Supervisors authorized contracting with Government Finance Officers Association (GFOA) to provide consulting services for this significant endeavor; and,

WHEREAS, with the assistance of GFOA, the Project Management Office (PMO) Group, consisting of the County Administrator, Finance Director, Information Technology Director and the Second Vice Chair of the County Board of Supervisors, has determined that the acquisition of an ERP System will require several different components to create a comprehensive system to serve the needs of Dodge County for many years to come; and,

WHEREAS, Tyler/Munis has been selected as the vendor of the ERP system; and,

WHEREAS, in addition to the acquisition of the Tyler/Munis products, other hardware, software, training, system interfaces and consulting services are required to create a comprehensive ERP system; and,

WHEREAS, the project cost itemization as set forth on Exhibit "A" attached hereto, and incorporated herein, generally describes the products, consulting services, hardware, software, interfaces, and training ("proposal") to be acquired to make this ERP system a success; and,

WHEREAS, the project cost itemization contains a contingency fund of \$275,000 to address any unforeseen circumstances that may arise during the implementation of a project of this significance; and,

WHEREAS, a portion of the project costs reflected on Exhibit "A" have existing funding sources, leaving the remaining balance of \$944,680 to be funded; and,

WHEREAS, the PMO Group has recommended the proposal and the project cost itemization to the Finance Committee and the Information Technology Committee; and,

1 **WHEREAS**, at a meeting of the Dodge County Information Technology Committee that was
2 held on July 10, 2017, the Information Technology Committee reviewed and studied the proposal and
3 the Information Technology Committee has formed the considered conclusion that it is in the best
4 interests of Dodge County to approve and accept the proposal; and,
5

6 **WHEREAS**, at a meeting of the Dodge County Finance Committee that was held on July 11,
7 2017, the Finance Committee reviewed and studied the proposal, and the Finance Committee has
8 formed the considered conclusion that it is in the best interests of Dodge County to approve and
9 accept the proposal;
10

11 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors
12 hereby:
13

- 14 1. Authorizes and directs the Chairman of the Dodge County Board of Supervisors, the
15 Dodge County Clerk, and the Dodge County Corporation Counsel to execute those
16 documents that are necessary to acquire the Tyler/Munis software and related services
17 upon receipt of agreements and contracts with terms and conditions acceptable to Dodge
18 County; and,
19
- 20 2. Authorizes the Information Technology Director to acquire the necessary hardware to support
21 the ERP system; and,
22

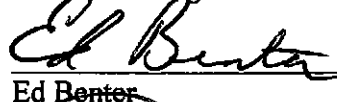
23 **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors approves and
24 adopts the Project Cost Itemization, attached hereto and incorporated herein as Exhibit "A"; and,
25

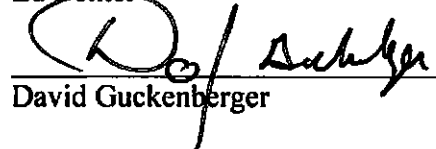
26 **BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby funds the
27 proposal with 2017 unallocated sales tax revenues in the amount of \$944,680, as reflected on the Revenue
28 and Expenditure Adjustment form, attached hereto and incorporated herein as Exhibit "B".

All of which is respectfully submitted this 18th day of July, 2017.

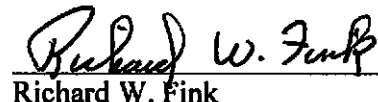
The Dodge County Finance Committee:


David Frohling



Ed Benter

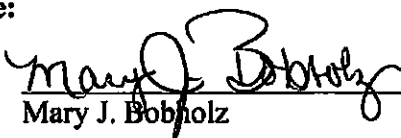

David Guckenberger


Thomas J. Schaefer


Richard W. Fink

Dodge County Information Technology Committee:


Donna Maly


Mary J. Bobholz


Jeffry Dachac

Janice K. Bobholz


Jeremy Bartsch

FISCAL NOTE:

Is the referenced expenditure included in the adopted 2017 Budget?

A portion is included in the 2017 Budget – See Project Funding Prior to July 18, 2017, on Exhibit “A”.

Fiscal Impact on the adopted 2017 Budget:
\$944,680.

Fiscal Impact reviewed by the Dodge County Finance Committee on **July 11, 2017.**


David Frohling, Chairman

Dodge County Finance Committee

Vote Required: Majority of Members present.

Resolution Summary: A resolution authorizing the acquisition of an ERP system and related services and products.

Enterprise Resource Planning Project Cost Itemization

July 18, 2017

Owner's Cost Itemization

• GFOA Contract with amendments.....	\$ 308,125
• Tyler/Munis Contract.....	\$ 1,061,700
• Kronos Reconfiguration (Interface with Tyler/Munis).....	\$ 101,880
• Hardware/Software/Interfaces.....	\$ 48,000
• Project Assistant (2 year term effective July 5, 2016).....	\$ 113,100
• Training and Consulting	\$ 200,000
• Contingency for Project Related Unforeseens.....	<u>\$ 275,000</u>
Total Project Cost.....	\$ 2,107,805

Project Funding Prior To July 18, 2017

• <u>March 24, 2016</u> , the Dodge County Board of Supervisors adopted Resolution No. <u>15-97</u> authorizing funding for GFOA contract.....	\$ 296,125
• <u>May 17, 2016</u> , the Dodge County Board of Supervisors adopted Resolution No. <u>16-12</u> authorizing the 2017 budget partial funding for the Project Assistant.....	\$ 70,000
• <u>October 18, 2016</u> , the Dodge County Board of Supervisors adopted Resolution No. <u>16-59</u> authorizing additional funding for GFOA contract amendment.....	\$ 12,000
• <u>November 15, 2016</u> , the Dodge County Board of Supervisors adopted Resolution No. <u>16-63</u> authorizing the 2017 budget partial funding for the Tyler Technologies (ERP-Munis Software).....	<u>\$ 785,000</u>
Total Project Funding Authorized to Date.....	\$1,163,125
Project Funding Authorized By This Resolution.....	<u>\$ 944,680</u>

C:\Users\kolp\Desktop\ERP Budget Amendment for Res.xlsxAdj RevExp



ERP PROJECT MANAGEMENT OFFICE
Dodge County
127 East Oak Street, Juneau, WI 53039

Julie Kolp
Project Director
Finance Director
(920) 386-3287
Jkolp@co.dodge.wi.us

James Mielke
Project Sponsor
County Administrator
(920) 386-4251
jmielke@co.dodge.wi.us

Ruth Otto
Director of
Information
Technology
(920) 386-3940
rotto@co.dodge.wi.us

Donna Maly
District 28
County Board 2nd Vice
Chair
920-210-3318
district28@co.dodge.wi.us

Purchasing Agent Overview

There have been a few frequently asked questions about the Purchasing Agents role, as the Enterprise Resource Planning (ERP) Project Management Office (PMO) visits the various committees.

Question: What are the benefits to Dodge County for having a Purchasing Agent?

Answer: Utilizing professional purchasing staff helps ensure that county purchases and projects are handled consistently and serve the best interests of the County. Competitive and strategic bidding also result in lower costs to obtain the many needed products and services for County operations.

The Purchasing Agent serves as a resource for County Departments to rely on for:

- source of supply (maintains a bid list by trade, product or service)
- obtaining competitive pricing on products and services
- serving as a link between County Departments and the vendor community
- consolidating purchases, where practical, between departments
- accessing other public agency contracts that may be used to meet department needs
- participating in other municipality group procurement efforts
- assistance in negotiating best pricing and terms for the County
- maintaining a standardized bid program throughout the County for uniform bidding/procurement practices
- Reducing errors

Question: Will the purchasing Agent take all of the decision-making away from the committees and Department Heads?

Answer: No, the Purchasing Agent's role is to collaborate with County Departments in procuring at the best price or value in the best interest of the County supplies, equipment, services and other purchases the County needs for its operation. The Purchasing Agent assists with the procurement process from the time a need is perceived through receipt of goods or completion of services by utilizing a competitive bidding and quoting process, aiding in specification writing, budget development and evaluating bids and proposals received. Purchasing Agent may assist in the resolution of disputes as needed between contractor/provider/supplier and County Departments as well. Purchasing Agent may

facilitate obtaining contract documents from vendor/contractor/supplier. All contracts to which Dodge County is a party must be referred to the Corporation Counsel for review before signing.

The Purchasing Agent's role is not to dictate what departments may or may not buy nor how much to buy, but rather assist departments in buying what is needed at the best price. The Purchasing Agent, in working with the requesting department, determines which is the best method to be used for making a purchase (i.e. Direct Purchase, Request for Quotes, Request for Bids or Request for Proposals or piggybacking off another public contract).

Question: Will the Purchasing Agent purchase everything throughout the county.

Answer: No, the Purchasing Agent will not purchase everything throughout the county. We have more discoveries to make regarding the Purchasing Agent's position and scope of authority in Dodge County.

Question: Will the Purchasing Agent change my requisition?

Answer: No, if the Purchasing Agent finds a cost savings or a superior product, the Purchasing Agent will discuss the options with the authorized purchaser.

Question: What is the line between the Purchasing Agent and the department's purchasing authority?

Answer: There is not a line between the Purchasing Agent and the department's purchasing authority. They will work in conjunction to procure the needed resources for Dodge County.

Question: What outlines the Purchasing Agent's Authority?

Answer: The Purchasing Agents authority will be outlined in the Procurement Policies and Procedures document, job description, and job description questionnaire.

Question: Will the Purchasing Agent be a hindrance to our department?

Answer: The Purchasing Agent will be a resource and a partner for the departments to rely on, not a hindrance to the departments.

Question: Will the Purchasing Agent slow down the purchasing process?

Answer: The position of the Purchasing Agent is not to slow down the procurement process. However, if a requisition is not processed properly, there may be a delay while the requisition is corrected.

Question: Will we need to add staff for the Purchasing Agent?

Answer: Beyond the Purchasing Agent, additional staff will not be needed.

Question: Will this position eliminate staff?

Answer: The current process may change, which will gain efficiencies for the staff to complete other work. However, the Purchasing Agent position will not eliminate staff. The position may reduce the need to hire additional staff in the future.

Question: Why is this resolution happening in July instead of August?

Answer: The ERP Project budget will be brought before the County Board in July and the need for a Purchasing Agent is indirectly related to the ERP Project.

1 RESOLUTION NO. 17-22

2
3 **Resolution Creating Position of Purchasing Agent**

4
5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
6 MEMBERS,

7
8 **WHEREAS**, by the adoption of Resolution No. 15-97, the Dodge County Board of
9 Supervisors recognized that the acquisition and implementation of an Enterprise Resource
10 Planning (hereafter "ERP") system is a significant investment which will result in substantial
11 change in business processes; and

12
13 **WHEREAS**, as a part of the business process improvement aspect of the ERP Project,
14 several policies and procedures will be developed for the purposes of guiding Dodge County's
15 financial operations, processes, and procedures; and,

16
17 **WHEREAS**, one of the first policies developed and ready for implementation is the
18 Procurement Policy which describes the roles and responsibilities of a county purchasing agent;
19 and,

20
21 **WHEREAS**, efficiencies and best practices may be achieved by centralizing and
22 standardizing procurement processes and implementing same countywide; and,

23
24 **WHEREAS**, the Dodge County Finance Committee ("Committee") has studied the
25 staffing needs of the Administration Department and the Finance Department; and,

26
27 **WHEREAS**, as a result of the studies, the Committee has formed the considered
28 conclusion that one new, benefited, full-time position of *Purchasing Agent* in the Finance
29 Department should be created effective January 1, 2018; and,

30
31 **WHEREAS**, a job description for the proposed position of *Purchasing Agent* has been
32 marked for identification as Exhibit "A" and has been attached hereto; and,


33
34 **WHEREAS**, creation of this position does not authorize funds in the Finance Department
35 budget to support the position;

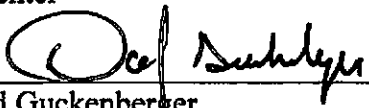
36
37 **SO, NOW, THEREFORE, BE IT RESOLVED**, the Dodge County Board of
38 Supervisors hereby creates one new, benefited, full-time position of *Purchasing Agent* in the
39 Finance Department, effective January 1, 2018.
40

All of which is respectfully submitted this 18th day of July, 2017.

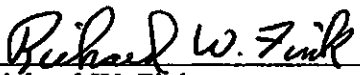
The Dodge County Finance Committee:


David Frohling


Ed Benter


David Guckenberger


Thomas J. Schaefer


Richard W. Fink

Vote Required: Majority of Members present.

Resolution Summary: A Resolution Creating the Position of Purchasing Agent.

DODGE COUNTY JOB DESCRIPTION**Wage Range: \$26.81 - \$36.77**

JOB TITLE:	Purchasing Agent	FLSA STATUS:	Exempt
DEPARTMENT:	Finance	REPORTS TO:	Finance Director
LOCATION:	Administration Building	DATE:	Draft
LABOR GRADE:	Dodge County Nine (9)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of the Finance Director, to function as a lead worker in administering a centralized purchasing program; to perform advanced professional work in the purchasing of products and services on a Countywide basis; and to perform other duties as required.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Administers Dodge County's centralized, competitive bid, purchasing program in accordance with applicable policies, procedures, and the Wisconsin State Statutes.
2. Purchases a wide variety of high volume and complex supplies, equipment, materials, and services; determines the most appropriate method of procurement; and coordinates the procurement process.
3. Assists in the development, implementation, and revision of Dodge County's purchasing policies and procedures.
5. Administers and maintains the automated purchasing system.
6. Validates that County staff are following the County's purchasing policies and procedures.
7. Conducts comprehensive market research on products, vendors, and market conditions to determine effective purchasing strategies, and to develop budget estimates.
8. Conducts multi-department and cooperative purchases; drafts combined specifications that meet needs of participants and vendors; conducts multi-agency cost analysis; and makes appropriate recommendations.
9. Assists and coordinates with departments on the request for proposal process for proprietary and professional services including drafting the RFP, developing the scope of service and evaluation criteria; communicating with vendors, evaluating responses, analyzing costs, recommending award, and negotiating contracts.
10. Drafts and coordinates the distribution of bid documents.
11. Tabulates bids and conducts complex cost analyses; evaluates bids for compliance with specifications; and recommends award of bid to the Department Head or his/her designee.
12. Cultivates relationships with vendors and suppliers interested in bidding Dodge County projects and cultivates good relationships with all Dodge County Departments in order to collaborate with them in strategic bidding practices.
13. In conjunction with the Department Head or his/her designee, conducts negotiations in the administration of purchases; negotiates issues in the development of contracts in conjunction with Corporation Counsel as directed; and may negotiate the price, terms, and conditions of purchases as necessary.
14. Monitors vendor performance to ensure contract compliance in terms of service level, quality, and cost; and investigates and resolves complaints and problems.
15. Maintain a record of, and monitor, all centralized contracts, leases, and other purchasing agreements to determine when agreements expire and initiate procedures to issue requests for proposals, requests for bids, or requests for quotes.
16. Maintains statistical, financial, and control records.
17. Assists and coordinates proposed County projects with Department Head or his/her designee.
18. Resolves problems with orders and communicates with vendors and using departments.
19. Coordinates Dodge County's participation in joint cooperative purchasing efforts with other government agencies.
20. Coordinates interdepartmental transfers of supplies, materials, and equipment.
21. Administers and maintains contract for office supplies.
22. Establishes and maintains effective working relations with departments, vendors, governmental agencies, and co-workers.
23. Prepares and presents complex oral and written reports and represents the department at various meetings and committees.
24. Regular attendance and punctuality required.
25. Performs other duties as required.

JOB SPECIFICATION**KNOWLEDGE, SKILLS, AND ABILITIES**

- Ability to develop/maintain strong working relationships with department personnel, anticipating the needs of, and communicating with, all levels of employees regarding the importance of procurement and control.
- Ability to use logic and reasoning to identify problems and make sound decisions, including situations where only limited information is available.
- Ability to research and analyze complex information, organize data, evaluate alternatives, and make appropriate recommendations.
- Ability to develop and administer policies and procedures.
- Ability to read, understand and interpret contracts, budgets, financial statements, accounting policies and procedures, corporate documents, audit reports, County Ordinances, State Statutes, as well as State of Wisconsin and cooperative contracts as it applies to purchasing and budgeting procedures.
- Ability to effectively manage change and foster a culture with open communications.
- Ability to maintain confidentiality and professionalism.
- Ability to proficiently use MS Office software specifically Microsoft Word and Excel and have good typing skills.

Exhibit "A"

KNOWLEDGE, SKILLS, AND ABILITIES (cont.)

Ability to understand Enterprise Resource Planning (ERP) systems and complex purchasing systems.

A commitment to ethical practice, personal integrity, and strong problem solving skills.

Ability to accurately operate computer, printers, and other related equipment.

Ability to understand and effectively carry out instructions.

Ability to work independently without direct supervision.

Ability to meet the requirements of the Dodge County Driver Qualification Policy.

EDUCATION AND EXPERIENCE

Bachelor's Degree in Business Administration, Economics, Accounting, or related field with, two (2) years of related experience are required. Equivalent combination of education and experience that provides necessary knowledge, skills, and abilities may be considered. Governmental accounting experience, knowledge of Tyler Munis ERP Purchasing Software or Certified Professional Public Buyer (CPPB) certification are preferred.

WORKING CONDITIONS

Normal office environment.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS

EMPLOYEE SIGNATURE:

DATE:

SUPERVISOR SIGNATURE:

DATE:

FOR HUMAN RESOURCE USE

ANALYST(S):

DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

CLAIM AGAINST DODGE COUNTY

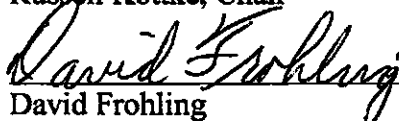
We, the Dodge County Executive Committee recommend the Dodge County Board of Supervisors disallow the attached Claim. (Stites)

Dated the 18th day of July, 2017

Dodge County Executive Committee




Russell Kottke, Chair



David Frohling



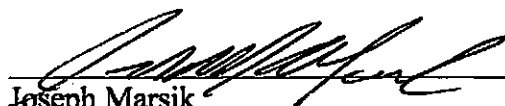
Donna Maly



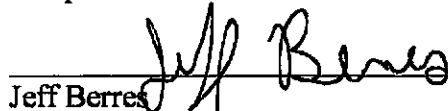
MaryAnn Miller



Dennis Schmidt



Joseph Marsik



Jeff Berres



Wisconsin Department of Justice
DJ-LS-25 (Rev. 2/17)

STATE OF WISCONSIN
NOTICE OF INJURY AND CLAIM

Pursuant to Wis. Stat. Section 893.82 893.80 CS

This notice must be served upon the Attorney General by certified mail within 120 days of the event giving rise to the claim for such injury, damage or death at 114 East State Capitol, Madison, Wisconsin 53707-7857. CS

127 East OAK ST 4th Floor Jureau, WI 53039-1329 Kimberly Nass

Claimant's Name <u>Chad A. Stite</u>	
Address <u>216 W. Centre St. Jureau, WI 53039</u>	Phone <u>N/A</u>
Time and Date of Occurrence <u>(on going)</u>	Location <u>Dodge County Detention Facility</u>
Statement of Circumstances Giving Rise to the Claim for Such Injury, Damage or Death and Names of Persons Involved, Including Name(s) of State Officer(s), Agent(s) or Employee(s). <u>1. Failed to Protect Me: Attacked/Assaulted by An unstable inmate</u> <u>2. Failed to Follow Care Orders for Serious Medical Condition(s) (Pancreatitis, Contagious Disease)</u> <u>3. Not Answering Medical Request Reports in a Timely Fashion "Usually Within 3 Days"</u> <u>4. Deliberately Disregarding Serious Medical Condition(s) (Pancreatitis/Contagious Disease)</u> <u>5. Altered and/or Changed and/or Added to and/or Subtracted from Personal Medical Records (Attempts to Cover up Retaliation, Retribution, and Reprisal Which are; But Not limited to; Discarding Evidence in a Filed Grievance; Denying my Due Process Rights; Attempts to prevent Exhaustion of Remedies; Financial; Denying Mail; Intercepting Mail Intercepting Mail and/or Delaying Mail and/or</u>	
(If additional space is needed, continue on backside of this notice form.)	

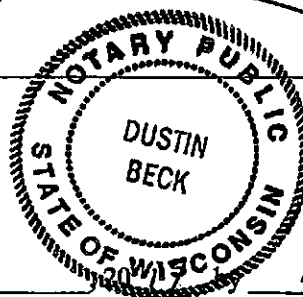
I certify and solemnly swear that the above-described injury, damage or death actually occurred, that I have read the above foregoing notice of injury and claim, and that the same is true to my own knowledge except as to those matters stated upon information and belief and as to those matters, I believe the same to be true.

Date: 4/5/17

Signature of Claimant

State of Wisconsin
County of Dodge

Subscribed and sworn to before me this 5th day of April



re 174

Misdelivering Mail; Denying Copies of legal Paperwork, Effecting my Ability to Effective Assistance of Counsel, Back Dating Documents, Denying Access to the Courts,

7. Incidents outlined above, are Continuing and ongoing, Therefore tolling my time and further, this claim is subject to be Added to. The latest incidents occurred on February 28th, 2017 and March 13th 2017 respectively.

List of individuals Giving Rise to Claim: (Names/Positions/Badge #s)
Schwartz (723), Schwartz (130), Hundt (105) Deputy Jail Administrator,
Potratz (720), Polson (132), Buck (134) Ducuett (187),
Dale Schmidt Dodge County Sheriff, A. Brugger Jail Administrator,
Fatoki - Inst. Doctor, Nurse Terry, Nurse Shannon, R. Jerry
Boyle, Dawn Ducote CHC Specialists (Correctional Health Care)

Correct Care Solutions / Correctional Health Care

Estimated Damages: \$10,000,000⁰⁰